

CALL FOR REVIEWERS

SUPPLEMENTAL EDUCATIONAL SERVICES PROVIDERS

Proposals

The Kentucky Department of Education is seeking qualified individuals to review Supplemental Educational Services Provider proposals. Organizations are eligible to apply to be placed on a state approved list that allows them to offer their services to districts required to provide supplemental educational services. All applicants who achieve a minimum score, as set by the Kentucky Department of Education (KDE) will be placed on the approved list.

Reviewer Qualifications

For this review, we seek persons with a background in education with an understanding of Supplemental Services (see <http://www.ed.gov/searchResults.jhtml?ct=1372865627&cl=1>). In addition, an understanding of assessment, Standards and Indicators for School Improvement (SISI), Kentucky Core Content, Program of Studies, and scientifically based research. We desire representation from educators who have a background in teaching, administration, or higher education.

Reviewer Requirements

In addition to the specified experience and background, reviewers **must**:

1. Attend a 2 - 3 hour reviewer training in Frankfort on Friday, May 5, 2006.
2. Have the knowledge and capacity to receive and read proposals submitted in floppy and compact disk formats.
3. Have access to word processing and spreadsheet programs compatible with Microsoft Excel.
4. Have the capacity to complete Microsoft Excel score sheets electronically and return to KDE as e-mail attachments.
5. Cannot be affiliated with present or potential providers.
6. Employees of KDE in the Division of Federal Programs and Instructional Equity are not eligible to apply.

Reviewer Compensation

Persons selected for this review will receive **\$100.00 per proposal**. Reviewers will also receive **\$50.00** for attending the reviewer training on Friday, May 5, 2006 but will **not** receive reimbursement for travel to attend this training.

If required, KDE can reimburse a district for the cost of a substitute for teachers participating in the review. In this situation, the teacher can claim mileage to attend the meeting but will **not** receive the \$50 meeting stipend.

Note: KDE is prohibited from compensating state employees (excluding district and school staff) for reviewing these proposals. These individuals may request that their employers allow them to accrue compensation time for participating in the review.

Reviewer Timeline

Reviewers will receive proposals at the close of the training on Friday, May 5, 2006. Reviewers must return all score sheets, including comments, to KDE no later than 4:00PM (EST) Friday, May 12, 2006.

If interested in reviewing Supplemental Educational Services Providers proposals, please mail application (attached) with current resume or vita to Lauren Moore (Kentucky Department of Education, 16th Floor, CPT, 500 Mero Street, Frankfort, Kentucky 40601) by 4:00PM Friday, April 21, 2006. KDE will notify reviewers of their selection by Wednesday, April 26, 2006.

KENTUCKY DEPARTMENT OF EDUCATION

REVIEWER APPLICATION

The Kentucky Department of Education is seeking qualified persons to review competitive grant proposals. Depending on availability of funding, reviewers may receive a stipend for these services. If the review occurs during normal work hours, districts may receive reimbursement for substitute costs for teachers in lieu of the teacher stipend. Should a stipend be offered, the amount will be determined by the number and complexity of proposals reviewed with compensation ranging from \$30 to \$100 per proposal.

We will place qualified persons in a pool from which we will select reviewers based on the needs of the grant competition.

REVIEWER QUALIFICATIONS

At minimum, reviewers must possess:

1. Bachelor's degree in one or more of these areas:

- Early Childhood Education
- Primary and Intermediate (elementary) Education
- Middle School Education
- Secondary Education
- Educational Leadership (e.g., principal, counselor, curriculum supervisor)
- Educational Technology
- Special Education
- Science
- Counseling, social work, or other areas related to working with children at-risk academically or behaviorally
- Mathematics
- English/Language Arts/Reading
- Social Studies
- Arts (e.g., performing and/or visual)
- Humanities (e.g., foreign language)
- Health and/or Physical Education
- Consumer Science
- Career and Technical Education
- Research and Evaluation
- Computer Science
- Electrical Engineering
- Information Technology

2. Five years experience in education or in one of the specified areas

We will give preference to individuals with advanced degrees and/or experience in grant writing or proposal review.

Application

Qualified individuals may submit an application at any time. To apply, complete the application cover sheet on page two and send it and a recent resume or vita to:

Lauren E. Moore
Kentucky Department of Education
16th Floor CPT, 500 Mero Street
Frankfort, Kentucky 40601
E-Mail: Lauren.Moore@education.ky.gov
Phone: 502-564-2351

KENTUCKY DEPARTMENT OF EDUCATION

REVIEWER APPLICATION

<i>Name:</i> _____		<i>Social Security No:</i> _____	
<i>Home Address:</i> _____			
<i>City:</i> _____		<i>State:</i> _____	<i>Zip:</i> _____
<i>Home Telephone:</i> _____		<i>Business Telephone:</i> _____	
<i>Home E-Mail:</i> _____		<i>Business E-Mail:</i> _____	
<i>Business Name and Address:</i> _____			
<i>If you have received compensation from the Kentucky Department of Education since January 1, 2006, how much, excluding travel reimbursement, did you receive and what services did you provide?</i>			
<i>Please identify any times of the year for which you are unavailable to serve as a reviewer.</i>			
<i>Highest Degree Received:</i> _____			
<i>Do you have any experience in reviewing local, state or federal competitive proposals?</i>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<i>Have you been involved in writing any local, state or federal competitive proposals?</i>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<i>Please check any of the following grants that you have reviewed or helped write.</i>			
<input type="checkbox"/> <i>Even Start Family Literacy Grant</i> <input type="checkbox"/> <i>Early Reading Incentive Grant</i> <input type="checkbox"/> <i>Reading First Grant</i> <input type="checkbox"/> <i>21st Century Community Learning Center Grant</i> <input type="checkbox"/> <i>Dropout Prevention Grant</i> <input type="checkbox"/> <i>Comprehensive School Reform (CSR) Grant</i> <input type="checkbox"/> <i>Family Resource/Youth Services Center Grant</i>		<input type="checkbox"/> <i>Kentucky Teacher Academy in the content area of</i> _____ <input type="checkbox"/> <i>Reading/Mathematics Mentor Grants</i> <input type="checkbox"/> <i>Arts Grant (any)</i> <input type="checkbox"/> <i>Technology Grant (any)</i> <input type="checkbox"/> <i>Substance Abuse/Prevention Grant (any)</i> <input type="checkbox"/> <i>Mentoring Grant (any)</i> <input type="checkbox"/> <i>Other</i> _____	

<p><i>Check the category(ies) for which you feel qualified to review.</i></p> <p><input type="checkbox"/> Reading/Writing/Language Arts</p> <p><input type="checkbox"/> Family Literacy</p> <p><input type="checkbox"/> Mathematics</p> <p><input type="checkbox"/> Science (List Area(s))</p> <p><input type="checkbox"/> Social Studies/History/Economics</p> <p><input type="checkbox"/> Health/Physical Education</p> <p><input type="checkbox"/> Career/Technical Education</p> <p><input type="checkbox"/> Humanities/Foreign Language</p> <p><input type="checkbox"/> Arts - Visual and/or Performing</p> <p><input type="checkbox"/> Educational Technology</p> <p><input type="checkbox"/> Professional Development</p> <p><input type="checkbox"/> School Reform</p> <p><input type="checkbox"/> After-School Programs</p> <p><input type="checkbox"/> Educational Leadership</p> <p><input type="checkbox"/> Other (Please list SES and/or SISI experience in box at right or below.)</p>	<p><i>Check the level(s) at which you have experience and the number of years experience at that level.</i></p>	
	<p><i>Level</i></p>	<p><i>Number of Years</i></p>
	<p><i>Early Childhood/Preschool</i></p>	
	<p><i>Primary (K-3)</i></p>	
	<p><i>Intermediate</i></p>	
	<p><i>Middle</i></p>	
	<p><i>High</i></p>	
	<p><i>K-12</i></p>	
	<p><i>Postsecondary</i></p>	
	<p><i>List Other Areas of Expertise.</i></p>	

PLEASE ATTACH A CURRENT RESUME TO THIS APPLICATION